



State of New Jersey

DEPARTMENT OF AGRICULTURE
HEALTH / AGRICULTURE BUILDING
PO Box 330
TRENTON NJ 08625-0330

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

DOUGLAS H. FISHER
Secretary

August 9, 2016

To: New Jersey Organic Operations

Re: USDA ORGANIC CERTIFICATION COST SHARE PROGRAM
Application Deadline: Friday November 18, 2016

The New Jersey Department of Agriculture is participating in the USDA's Organic Certification Cost Share program and you may be eligible for reimbursement.

To qualify for reimbursement under this program, an organic handler or producer must have received their first certification or have incurred expenses related to the renewal of certification between **October 1, 2015 and September 30, 2016**. Operations must possess a current organic certification in good standing through a USDA-Accredited certifying agent.

Each qualified operation is eligible for a reimbursement of up to 75 percent of its costs of certification, not to exceed \$750. (In the event that demand exceeds the amount of funds allocated to New Jersey, applications will be processed on a first come, first serve basis).

Certification costs include fees and charges levied by the certifying agent for certification activities. Further information on allowable /unallowable costs is available on USDA's website at <https://www.ams.usda.gov/sites/default/files/media/OCCSP%20FY2016%20RFA%20050416%20FINAL.pdf> (See Page 17, Exhibit 7.2).

Operations may receive one reimbursement per category of certification per year.

In prior years a New Jersey State W-9 form was required to be submitted with your Organic Cost Share Reimbursement application. Due to the implementation of New Jersey's new eProcurement portal (NJSTART) you will be required to register at www.njstart.gov. This solution is designed to streamline the procurement process and make it more efficient for companies looking to do business with the State.

This registration, which is easy and takes only a few minutes to complete, is required to receive your Organic Cost Share Reimbursement.

Applications are available on the New Jersey Department of Agriculture's website at www.nj.gov/agriculture/grants/organiccostshare.html. If you have questions in regard to this program please contact Kaylen Parady by calling 609-292-5647 or via e-mail at Kaylen.parady@ag.state.nj.us

Enclosure: Application for Organic Cost Share Reimbursement